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MEMORANDUM FOR: Director of Communications

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SUBJECT: Pouching Copies of Cables to Information Addressees

REFERENCE:

- a. Memorandum for Director of Communications from Executive Officer, DD/P - 25 August 1955
- b. Memorandum for Deputy Director (Plans) from Director of Communications - 21 October 1955

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1. The current Cable Reduction Program which is being conducted by your office, the Office of Training and by [redacted] for this office has resulted in raising the question as to whether the [redacted] procedure for pouching copies of cables to information addressees should be reinstated for Headquarters.

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2. You will recall that in reference a this office recommended the discontinuance of this procedure at Headquarters because of the very small amount of traffic which was being diverted from communications facilities and because of the absence of adequate controls.

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3. In your concurrence, reference b, you noted that the [redacted] procedure is workable and was effective at the time of its inception but that the lack of continued re-education of cable originators had resulted in its gradual decline to the point where it was no longer practical to continue it at Headquarters.

4. The Cable Secretary has advised me that he is willing to reinstate the WRCB procedure for Headquarters for a trial period of 3 months providing the Office of Communications will agree to provide control or check numbers for messages so transmitted.

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5. May I have your views on this matter prior to 21 May 1956, so that [redacted] may make an appropriate announcement at the next running of his talk?

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[redacted]

Executive Officer, DD/P

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cc:

[redacted]

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